

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
SEPTEMBER 22, 2003 MINUTES**

The Pitt County Board of Commissioners met on Monday, September 22, 2003, at 6:00 PM in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

Beth Ward, Chairman
Eugene James, Vice Chairman
John Minges, Commissioner
Jimmy Garris, Commissioner
Mark Owens, Jr., Commissioner
Glenn Bowen, Commissioner
Tom Coulson, Commissioner
David Hammond, Commissioner
Randy Royal, Commissioner

Staff present:

Scott Elliott, County Manager
Melonie Bryan, Deputy County Manager/Financial Services
John Bulow, Deputy County Manager/Human Services
JoAnne Burgdorff, County Attorney
Susan Banks, Clerk to the Board
Glenn Cutrell, Tax Assessor
Phil Dickerson, Deputy County Manager/Public Services
Debra Dihoff, Mental Health Area Director
Craig Forlines, Deputy Director, EMS
Edward Garrison, DSS Director
Mac Manning, Sheriff
Glen Moore, Planning Staff
John Morrow, Director/Health Department
Jeff Niebauer, Tax Collector
Ward Parker, Sheriff's Office
James Rhodes, Planning Director
Stephen Smith, Planning Staff

Call to Order

Meeting Notes

Chairman Ward called the meeting to order and welcomed people attending and the television audience.

Invocation and Pledge

Meeting Notes

The invocation was offered by Vice Chairman James.
The Pledge of Allegiance was led by Commissioner Minges.

Approval of Agenda

Staff Recommendation

Motion to approve agenda as submitted.

Motion:

Commissioner Bowen asked to move items 2 and 6 from the consent agenda.

Motion to approve agenda as amended.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner John Minges.

The consensus agreed with the removal of items 2 and 6 from the consent agenda and placed them on the items for discussion

Motion Passed Unanimously.

Public Hearings

Public Hearing - 2004 Revaluation Schedule of Values - Glenn Cutrell

Information Provided with the Agenda

In accordance with NCGS 105-317(c), the Tax Assessor shall submit the proposed Schedule of Values for the 2004 Revaluation to the Board of County Commissioners. This action was taken at our September 8, 2003 meeting. Upon receipt of the proposed Schedule of Values, the Board of County Commissioners are required to publish a statement in a newspaper of general circulation stating the following:

(1) The proposed schedules, standards and rules to be used in appraising real property in the County have been submitted to the Board of County Commissioners and are available for public inspection in the Tax Assessor's Office and the Clerk to the Board of County Commissioner's Office; and

(2) The time and place of a public hearing on the proposed schedules, standards and rules that shall be held by the Board of County Commissioners at least seven days before adopting the final schedules, standards and rules.

This ad ran in The Daily Reflector on Saturday, September 13, 2004 and met the requirements of the law.

Board members were given copies of the Schedule of Value at the September 8, 2003 meeting and copies have been made available publicly as required.

Therefore, we can proceed with the public hearing and open for public comment.

Staff Recommendation

No action needed - Schedule of Values will be submitted for final adoption on the October 6, 2003 agenda.

Meeting Notes

Mr. Cutrell noted that the public hearing had been advertised for the 2004 Revaluation Schedule of Values. Chairman Ward opened the public hearing. No one signed up to speak or came forward to make comments.

Motion:

Motion to close the public hearing.

Motion made by Commissioner David Hammond.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Public Hearing to Amend CDBG budget and Statement of Activities - Glen Moore

Information Provided with the Agenda

Pitt County was awarded a Capacity Building Grant from the North Carolina Division of Community Assistance (DCA) to hire a Housing Coordinator for a period of 18 months. The County filled the Housing Coordinator position in July and this individual has been assisting with the administration of the County's ongoing

and expanding Low-income Housing Programs. This staff position is provided as part of a new faith-based affordable housing initiative developed by DCA and the Governor's Office. As a result of this new program, Pitt County has partnered with the North Carolina Baptist Men to provide new site-built homes to qualifying low-income citizens. Through this partnership, the NC Baptist Men will be providing volunteer labor, free of charge, to construct these homes. DCA has indicated that additional housing grant funds for volunteer-based housing programs would be available to the County for the purchase of building materials for the new homes. Staff, along with the assistance of the NC Baptist Men, have actively tried to obtain these additional funds from DCA with no success to date.

Staff has identified several eligible applicants to receive one of these new site-built homes to be constructed on their existing property. The NC Baptist Men have been very patient through this process and have informed the County of their readiness to begin building houses. The delay in starting the project is currently the questionable funding from the State. As a temporary solution to this issue, DCA has suggested that the County use a portion of its existing Community Development Block Grant (CDBG) funds (\$400,000) to purchase the building materials so that the project may commence.

In order to take advantage of this option, the County must hold a public hearing to amend the CDBG budget (attachment 1) and statement of activities (attachment 2) to reflect a replacement housing option and other associated costs instead of performing rehabilitation work exclusively.

Also requiring approval from the Board is a Program Initiation Manual (attachment 3) and Grant Project Ordinance (attachment 4). The Grant Project Ordinance details how the CDBG funds are to be used. The Program Initiation Manual contains many elements such as fair housing, equal employment and procurement, citizen participation, rehabilitation and clearance guidelines and a financial management procedure.

Staff Recommendation

1. Amend the CDBG budget and statement of activities to include replacement housing and authorize Chairman to sign all grant documents pertaining to this amendment and 2. Approve CDBG Grant Project Ordinance and Program Initiation Manual.

Manager Comments

Concur with staff recommendation.

Meeting Notes

Mr. Glen Moore said that Pitt County was awarded the Capacity Building Grant program and this is a faith based program. He introduced Ms. Lori Hartfield who has been hired as the Housing Coordinator for this program. She has helped out at the ROC (Recovery Operations Center) during Floyd recovery efforts. The County is partnering with North Carolina Baptist Men to help construct these homes. He provided pictures of homes that have been redone through this program. They are submitting an application in October for additional funds for this program. The State has offered a solution to use temporary CDBG funds of \$400,000 to purchase building materials so the project can proceed. This requires a public hearing to be held. He noted the staff recommendations presented in the agenda and provided the amended CDBG project budget.

Chairman Ward opened the public hearing.

Commissioner Hammond asked about the properties being selected for this program. Mr. Moore said there had been 62 applications with 38 that are eligible. Commissioner Hammond asked for a list of those applicants. Vice Chairman James said he would like to know the size of the houses that will be constructed and if there will be a sewage system installed on Pug Moore Road. He said there has been a delay in starting the project due to funding constraints.

Revised PROJECT BUDGET		Name of Applicant: PITT COUNTY	
1. CDBG Grant Amount Requested		\$400,000	
2. Other Funds			
3. Total Project Resources		\$400,000	
4 Activity	5.CDBG	6 Other	7.Total Project Costs
a. Acquisition	\$ 18,500.00		\$ 18,500
b. Disposition			
c. Public facilities and improvements			
(1) Senior and handicapped centers			
(2) Parks, playgrounds and recreation facilities			
(3) Neighborhood facilities			
(4) Solid waste disposal facilities			
(5) Fire protection and equipment			
(6) Parking facilities			
(7) Public utilities other than water and sewer			
(8) [Reserved]			
(9) Street improvements			
(10) Flood and drainage improvements			
(11) Pedestrian improvements			
(12) Other public facilities			
(13) Public sewer improvements			
(14) Public water improvements			
d. Clearance activities			
e. Public services			
f. Relocation assistance	\$153,716.00		\$153,716
g. Construction, rehabilitation and preservation activities			
(1) Construction or rehabilitation of commercial and industrial buildings			
(2) Rehabilitation of privately owned dwellings	\$187,954.00		\$187,954
(3) Rehabilitation of publicly owned dwellings			
(4) Code enforcement			
(5) Historic preservation			
h. Development financing			
(1) Working capital			
(2) Machinery and equipment			
i. Removal of architectural barriers			
j. Other activities			
k. SUBTOTAL			
l. Planning			
m. Administration	\$ 39,830.00		\$ 39,830
n. TOTAL	\$376,000.00		\$400,000

Motion:

Motion to close public hearing.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner John Minges.

Motion passed unanimously.

Motion:

Amend the CDBG budget and statement of activities to include replacement housing and authorize Chairman to sign all grant documents pertaining to this amendment and approve CDBG Grant Project Ordinance and Program Initiation Manual.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner David Hammond.

Commissioner Bowen said they had received information on these applications in a package earlier. Commissioner Hammond said the Board should send a letter to the Baptist Men for appreciation for their help with this program. Chairman instructed the Clerk to send a letter to the Baptist Men expressing this Board's appreciation for their help with this program.

Motion Passed Unanimously.

Following the public hearing, while waiting for the Girls Softball team to arrive, Mr. Elliott introduced Dr. Dennis Massey, President of Pitt Community College. Dr. Massey made brief comments about moving to Pitt County and the challenges ahead at the Community College.

Presentation

Recognition of Pitt County Girls 12 and Under Softball Team for Winning the 2003 Babe Ruth Softball World Series - Scott Elliott

Information Provided with the Agenda

Certificates will be awarded to the coaches and players for their winning the 2003 Babe Ruth Softball World Series. This is the 4th consecutive year that the Pitt County Girls Babe Ruth 12 & Under Softball team has won the World Series. Other acknowledgements will also be made as a part of this agenda item. Resolutions for the teams are attached. The World Series Winners will be recognized at the meeting.

The following teams will receive resolutions from the Board:

8 & Under- State Runner Up and Southeastern Regional

10 & Under- State Champion and Southeastern Regional

14 & Under- State Champion and Southeastern Regional

Staff Recommendation

Approve Resolution for Pitt County Girls 12 and Under Softball Team.

PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA

RESOLUTION OF RECOGNITION
HONORING
THE 2003 PITT COUNTY GIRLS BABE
RUTH SOFTBALL 12 & UNDER TEAM

THAT WHEREAS, the 2003 Pitt County Girls Babe Ruth 12 & Under Softball Team played softball with remarkable success and dignity as representatives of Pitt County and the State of North Carolina; and,

WHEREAS, the Girls Babe Ruth 12 & Under Softball Team won the North Carolina State Championship Tournament in Washington, North Carolina and thus won an automatic bid to the Softball World Series in Rock Ridge, North Carolina; and,

WHEREAS, the players, coaches, and families of the Girls Babe Ruth 12 & Under Team deserve congratulations for the time, effort, and resources they committed in winning the World Series; and,

WHREAS, the Pitt County Girls Babe Ruth 12 & Under Softball Team has won the World Series for the 4th consecutive year;

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners hereby recognizes the outstanding achievements of the 2003 Pitt County Girls Babe Ruth 12 & Under Softball Team, and congratulates the players, coaches, and families for bringing the title of World Series Champion once again to Pitt County, North Carolina.

2003 Babe Ruth 12 & Under Players & Support Staff

Brandi Adams	Andrea Britt	Allison Brown	Amy Godley
Carly Hobbs	Meghan Lowery	Kaitlyn Maloney	Katie McManus
Emily Perkins	Katie Powell	Caitlyn Wainright	Lauren Williams

2003 Babe Ruth 12 & Under Coaches

Allen Brown	Randy Adams	Dwight Lowery	Rick Britt
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Beth B. Ward, Chairman
Pitt County Board of Commissioners

ATTEST:

Susan J. Banks, Clerk

PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA

RESOLUTION OF RECOGNITION
HONORING
THE 2003 PITT COUNTY GIRLS BABE RUTH
SOFTBALL 8 & UNDER TEAM

THAT WHEREAS, the 2003 Pitt County Girls Babe Ruth 8 & Under Softball Team played softball with remarkable success and dignity as representatives of Pitt County and the State of North Carolina; and,

WHEREAS, the Girls Babe Ruth 8 & Under Softball Team won State Runner Up in Washington, North Carolina and thus won the Southeastern Regional in Varina, Virginia; and,

WHEREAS, the players, coaches, and families of the Girls Babe Ruth 8 & Under Team deserve congratulations for the time, effort, and resources they committed in winning the State Runner Up and the Southeastern Regional; and,

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners hereby congratulates the players, coaches, and families for their dedication, and further, recognizes the outstanding achievements of the 2003 Pitt County Girls Babe Ruth 8 & Under Softball Team.

2003 Babe Ruth 8 & Under Players

Kori Adams	Shannen Adams	Lindsi Ahearn	Tyndall Brock
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Taylor Cabaniss
Katarina Hudson
Deanna Whitehurst

Haley Downs
Taylor Matkins

Alecia Gurkins
Lauren Moore

Casey Hargett
Ashley Pate

2003 Babe Ruth 8 & Under Coaches & Support Staff

Shane Adams

Ingrid Cabaniss

Alan Matkins

Eddie Moore

Beth B. Ward, Chairman
Pitt County Board of Commissioners

ATTEST:

Susan J. Banks, Clerk

PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA

RESOLUTION OF RECOGNITION
HONORING
THE 2003 PITT COUNTY GIRLS BABE RUTH
SOFTBALL 10 & UNDER TEAM

THAT WHEREAS, the 2003 Pitt County Grls Babe Ruth 10 & Under Softball Team played softball with remarkable success and dignity as representatives of Pitt County and the State of North Carolina; and,

WHEREAS, the Girls Babe Ruth 10 & Under Softball Team won State Champion in Washington, North Carolina and thus won the Southeastern Regional in Varina, Virginia; and,

WHEREAS, the players, coaches, and families of the Girls Babe Ruth 10 & Under Team deserve congratulations for the time, effort, and resources they committed in winning the State Champion and the Southeastern Regional; and,

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners hereby congratulates the players, coaches, and families for their dedication, and further, recognizes the outstanding achievements of the 2003 Pitt County Girls Babe Ruth 10 & Under Softball Team.

2003 Babe Ruth 10 & Under Players

Kaitlyn Anderson
Morgan Dixon
Julianne Shirley

Keli Beres
Taylor Hardee
Amber Whitley

Lindsey Corbett
Beth Jones
Heather Whitley

Morgan Davis
Meredith Kittrell
Abby Wynne

2003 Babe Ruth 10 & Under Coaches & Support Staff

Greg Beres

Mike Anderson

Aubrey Wynne

Beth B. Ward, Chairman
Pitt County Board of Commissioners

ATTEST:

Susan J. Banks, Clerk

PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA

RESOLUTION OF RECOGNITION
HONORING
THE 2003 PITT COUNTY GIRLS BABE RUTH
SOFTBALL 14 & UNDER TEAM

THAT WHEREAS, the 2003 Pitt County Girls Babe Ruth 14 & Under Softball Team played softball with remarkable success and dignity as representatives of Pitt County and the State of North Carolina; and,

WHEREAS, the Girls Babe Ruth 14 & Under Softball Team won State Champion in Washington, North Carolina and thus won the Southeastern Regional in Varina, Virginia; and,

WHEREAS, the players, coaches, and families of the Girls Babe Ruth 14 & Under Team deserve congratulations for the time, effort, and resources they committed in winning the State Champion and the Southeastern Regional; and,

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners hereby congratulates the players, coaches, and families for their dedication, and further, recognizes the outstanding achievements of the 2003 Pitt County Girls Babe Ruth 14 & Under Softball Team.

2003 Babe Ruth 14 & Under Players

Loren Baretz	Ann Wells Clifton	Allison Frazier	Kristy Goff
Amanda Grubb	Caroline Guard	Katie Houmard	Susanne Riggs
Susanne Schultz	Emily Tolston	Ashton Venters	Roxanne Wynne

2003 Babe Ruth 14 & Under Coaches & Support Staff

Carlton Venters	Billy Clifton	Jeff Riggs	Jerry Bartz
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Beth B. Ward, Chairman
Pitt County Board of Commissioners

ATTEST:

Susan J. Banks, Clerk

Meeting Notes

Chairman Ward noted that the 12 and Under Softball Team won the 2003 Babe Ruth Girls Softball World Series. This Board will be sending resolutions to the other teams as also approved.

Chairman Ward read the resolution to the girls. Chairman Ward and Mr. Elliott presented certificates to each of the players and the coaches. Mr. Brown spoke about how much he enjoyed coaching the girls.

Motion:

Approve Resolutions for Pitt County Girls Softball Teams.
Motion made by Commissioner John Minges.

**Motion seconded by Vice Chairman Eugene James.
Motion Passed Unanimously.**

There was a brief reception held in honor of the 12 and Under Girls Softball Team.

Public Addresses to the Board

Meeting Notes

Nancy Colville - Greenville resident spoke about the Board's Rules of Procedures. She has great concerns about the Rules of Procedure.

Joyce Manning – spoke about the constitutional rights of free speech.

Jane Barnhill - Staton Mill Road – spoke about parliamentary procedure and the Board's Rules of Procedure. She provided her written comments to the Board.

Items for Report

Manager's Report - Scott Elliott

Information Provided with the Agenda

Introduction of Dr. Dennis Massey, President of Pitt Community College (done earlier in meeting)

Next Board Meetings

October 6 at 9am

October 20 at 6pm

Meeting Notes

Mr. Elliott gave an update on Hurricane Isabel and Pitt County's activities to assist other counties. Mr. Elliott said it was ironic to be giving a close out report on Hurricane Floyd later on in this meeting when Hurricane Isabel has just occurred. Pitt County has been declared a disaster community. The Emergency Operations Center and the expense for the shelters will be submitted to FEMA for reimbursement. There is also a FEMA hotline for individuals needing disaster assistance. Mr. Elliott reported that the Tax Assessor has given an estimate of \$2 million in damages for Pitt County.

In terms of how Pitt County geared up for Hurricane Isabel, Mr. Elliott commended internal and external work by staff and John Bulow, who was serving as Interim Emergency Service Director for the smooth operations and preparations.

Staff Actions in Response to Hurricane Isabel

- Hurricane readiness began on September 12th with the checking of communications systems, testing generators, positioning vehicles.
- Equipment and supplies were inventoried on September 15th and vehicles positioned to avoid flooding.
- Department Heads were briefed on responsibilities in response to Hurricane Isabel on September 16th.
- Agencies involved in the operation of the Emergency Operations Center (EOC) were briefed on the afternoon of September 16th. (GUC, City & Towns, Red Cross, Salvation Army, etc.)
- The EOC opened at noon on September 17th and was fully operational by 5:00 p.m. Generators and equipment were positioned at the shelters.
- Six shelters and a "special medical needs" shelter were opened on September 17th at 7:00 p.m.
- A "State of Emergency" was ordered by Chairman Beth Ward in conjunction with the approaching hurricane.

- Pitt County staff from the Department of Social Services, Public Health, and Mental Health, and “ham” radio operators opened and operated the shelters until relieved by the American Red Cross.
- Pitt County Board of Education Food Services staff began feeding citizens in the shelter on the morning of September 18th.
- Over 1,200 citizens and staff were housed in the shelters during the storm.
- Eleven citizens and additional caretakers were housed in the “special medical needs” shelter.
- As the storm passed during the evening of September 18th, citizens began to disperse and return to their homes and all shelters were closed by the morning of September 19th.
- Flooding at any significant level was experienced in only one area, Clarks Neck. A fast water rescue team was dispatched to evacuate residents (50) who all refused to leave. The residents had elevated their homes after Hurricane Floyd and were not in imminent danger.
- Over 125 secondary roads were reported as closed during the storm during the worst part of the storm. These closures were mapped by County Staff and re-opening was coordinated by the Sheriff’s Department and Highway Patrol staff working in the EOC.
- Normal dispatch of Sheriff’s Department, Highway Patrol, Fire and EMS services were stopped when wind speeds made dispatch of emergency services unsafe for responding personnel. This closure was rescinded as wind speeds diminished and normal operations resumed. No negative situations were encountered during this time, however, physicians stationed in the 911 Center were on hand to provide medical assistance via telephone or radio if necessary.
- The EOC closed operations at noon on September 19th.
- Emergency Services personnel are still providing assistance as requested by citizens on an as needed basis.
- Emergency Services personnel are responding to the State Emergency Command Center to provide assistance to other counties as requested.

Mr. Elliott stated that this was the first time there has been an Emergency Shelter for animals during a hurricane. He stated this was an issue during the flood because people would not leave their pets at home so they would not leave their homes. They housed 50-60 pets during Hurricane Isabel.

Some of the Counties in Need

Bertie
 Tyrell
 Currituck
 Dare
 Martin
 Hyde
 Chowan
 Pasquotank
 Hertford

Mutual Aid - Staff Sharing

- *Emergency Management* - Tab Mills will be working in the Eastern Region Office of State Emergency Management. (Kimberly Woodard will be covering Pitt County Emergency Management Office for Tab Mills.)

- *Pitt County Sheriff's Office*

12 deputies in Dare County

3 deputies in Hyde County

1 deputy in Chowan County

7 Detention Center Officers sent to Hyde County to help restore Jail back to working order

Volunteer Mounted Patrol is assisting in Hyde County.

Supplying a truckload of ice to Chowan County per their request.

Rabies Vaccinations requested from Pasquotank County.

Mr. Elliott said that the County staff responded well to the hurricane preparedness. Chairman Ward commended Mr. Bulow for his work as Interim Emergency Services Director during Hurricane Isabel.

Greenville Urban Area will be holding two opening house session. Open Houses will be at Sheppard Memorial Library on Tuesday, September 23 and Thursday, September 25 at Winterville Town Hall from 4 to 7pm. The open houses are for Input on Greenville Urban Area transportation issues.

Mr. Elliott reported that the State has informed the County of its official population estimate for July 2002 which is 137,901.

Mr. Elliott also reported that the Pitt County Committee for Employment of People with Disabilities will be holding a Job Fair at Eastern AHEC facility on October 1. The Clerk will have to get back with the Board on the time of this event.

Commissioner Bowen thanked the Sheriff for sending his men down to help in other counties.

Chairman Ward said the County was better connected to the Highway Patrol during this hurricane storm than it was last time because two highway patrol officers were stationed in the EOC.

Tax Collection Report - Jeff Niebauer

Information Provided with the Agenda

Collections for the month of August were up compared to last year. Our continued focus remains on collecting current year taxes and prior year taxes. We have seen positive results from our enforcement actions in the reduction of outstanding taxes.

Staff Recommendation

Approve as Submitted.

Manager Comments

Concur with staff recommendation.

Pitt County Tax Collector's Report

SUMMARY OF 2003/2004 INFORMATION:

SUMMARY OF 2002/2003 FOR COMPARISON:

Tax collection activity Pitt County:				<u>Difference</u>	<u>% Chg</u>
Total August 2003 Collections:	\$18,372,246	Total August 2002 Collections:	\$16,347,798	2,024,448	12.38

Total to Date 2003/2004:	\$19,482,488	Total to Date 2002/2003	\$17,569,142	1,913,346	10.89
Pitt County Levy:					
August 2003 Levy:	\$43,459,115	August 2002 Levy :	\$39,892,503	3,566,612	8.94
August 2003 Percent Collected:	46.43	August 2002 Percent Collected:	43.71		
Original Levy	45.5	Original Levy	43.4		
Vehicle	53.8	Vehicle	49.7		
Supplemental	62.8	Supplemental	45.3		
Total collection activity all units including Pitt County:					
Total Aug 2003 Collections:	\$28,623,692	Total Aug 2002 Collections:	\$25,481,840	3,141,852	12.33
Total to Date 2003/2004	\$30,385,547	Total to Date 2002/2003	\$27,394,505	2,991,042	10.92
Garnishments for Aug 2003:	\$88,683	Garnishments for Aug 2002:	\$95,346	(6,663)	-6.99
Bankruptcy for Aug 2003:	\$4,117	Bankruptcy for Aug 2002:	\$7,097	(2,980)	
Occupancy for July 2003:	\$105,177	Occupancy for July 2002:	\$102,197	2,980	2.92
Occupancy Total to Date 03/04:	\$105,177	Occupancy Total to Date 02/03:	\$102,197	2,980	2.92
Gross Receipts July 2003	\$15,321	Gross Receipts July 2002	\$14,284	1,037	7.26
Gross Receipts total to Date	\$15,321	Gross Receipts total to Date	\$14,284	1,037	7.26

TAXING UNIT	AUGUST 2003	TOTAL TO DATE
Pitt County		
Current Taxes	18,141,097.65	18,895,808.35
Prior Years	204,173.51	517,467.92
Interest/Cost	26,975.33	69,211.46
Total Collected	18,372,246.49	19,482,487.73
Landfill Fees	1,478,446.98	1,542,744.24
Ayden Fire	13,956.47	14,766.98
*Ayden Rescue	57.00	222.79
Bell Arthur Fire	24,897.61	25,974.25
*Bell Arthur Rescue	38.24	38.24
Black Jack Fire	6,528.85	6,939.65
Clarks Neck Fire	3,996.80	4,295.46
Eastern Pines Fire	50,959.33	53,181.61
*Eastern Pines Rescue	169.28	235.50
Falkland Fire	20,472.64	21,742.66
Farmville Fire	9,700.47	10,191.68
Fountain Fire	3,400.59	3,597.40
Grimesland Fire	6,530.51	7,032.48

Pactolus Fire	14,942.74	15,547.80
Red Oak Fire	26,450.93	28,833.80
Simpson Fire	30,247.06	32,744.19
Sharp Point Fire	433.14	433.14
Staton House Fire	32,639.00	33,123.42
Stokes Fire	7,225.73	7,484.22
Winterville Fire	31,534.25	33,981.93
Grifton Fire	22,982.69	23,469.40
Gardnerville Fire	11,441.01	12,518.38
*Pitt EMS	522,273.67	542,849.62
Ayden Town	8,818.33	21,553.29
Bethel Town	83,784.66	91,054.76
Falkland Town	3,253.93	3,268.60
Farmville Town	9,813.15	24,651.94
Fountain Town	1,181.52	2,216.77
Grifton Town	5,166.40	12,105.56
Grimesland Town	15,040.92	16,087.52
Simpson Village	29,411.89	30,857.61
Winterville Town	11,333.96	26,574.80
City of Greenville	7,764,315.35	8,252,739.66
GRAND TOTAL	28,623,691.59	30,385,547.08

Motion:

Approve as Submitted.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner John Minges.

Motion Passed Unanimously.

Flood Recovery Final Report - James Rhodes

Information Provided with the Agenda

With the fourth anniversary of Hurricane Floyd, Pitt County's flood recovery efforts are all but complete. Planning staff are completing a summary report of the County's activities following the major flood event. The report will provide information on the County's housing recovery programs, environmental projects and planning efforts and will be available on the Planning Department's website at www.pitt.nc.us/depts/planning. Some of the highlights include:

- * 124 properties, totaling 288 acres, acquired through the buyout program;
- * 40 properties acquired through the buyout, totaling 113 acres, leased to citizens to minimize the County's maintenance costs;
- * 52 households participating in buyout program provided with state funds to help with purchase of comparable housing;
- * 66 homes replaced and 40 homes repaired through the State's Crisis Housing Assistance funds, including the program's first replacement home completed in the State;
- * 55 miles of waterways cleared of debris through snagging projects; and 3 streambank stabilization projects completed;

- * The County's first Hazard Mitigation Plan adopted in December, 2000; and
- * Pitt County designated as the Division of Emergency Management's 2003 Community of the Year for Outstanding Achievement in Hazard Mitigation.

Staff Recommendation

None - For informational purposes only.

Meeting Notes

Mr. James Rhodes said that after four years of hard work by a number of agencies, they can finally report on the close-out from Hurricane Floyd and the flood. He said that Pitt County received 20 inches of rain in the State compounded by the 10 inches already received from Hurricane Dennis. There were 8,000 homes destroyed with \$6 billion in damages. In Pitt County, 4,300 structures were damaged with a total of \$346 million in damages to personal and real estate. There were temporary housing sites established with 325 spaces available during peak operations. He credited the County Engineer for moving the Recovery Operations Center over beside the Planning Department. Housing counselors and County staff was housed there to help with recovery efforts. He said he was very pleased with the service they were able to provide Flood Recovery Efforts. Shortly after flood, a community task force was appointed. Vice Chairman James was a flood victim and a member of the task force committee. They identified priorities. The Hazard Mitigation Plan was approved in December 2000. The Board moved forward with the plan while waiting for funding. The Buyout program, served areas outside city of Greenville and included some towns. Nearly \$9 million for purchase of properties was provided with 288 acres acquired. He reported that over \$1 million was awarded as "gap" payments to 52 households. They are trying to lease open property to individuals and have about 40 properties leased out. He stated that people who did not qualify for other funds, came into the crisis assistance funding. There was \$715,000 spent to repair 40 homes and \$3.5 million to replace 66 homes. Pitt County was the first community to have a replacement home set up one year after the flood. Mr. Rhodes reported that this program addressed flood-related housing needs throughout unincorporated Pitt County for low-moderate income households which did not qualify for the buyout program or have insurance. He said there were positive outcomes from the flood with one being the aid and working together with other communities. He informed the Board that the Finance Director and the Planning Director were asked to serve on the Governor's Hurricane Advisory Group. Pitt County was awarded Community of the Year by the North Carolina Emergency Management this past year. Pitt County has joined an insurance rating system with a reduction in flood insurance premiums. The County was awarded the Implementation Award for the County's Hazard Mitigation Plan. New floodplain maps will be effective January 1, 2004. The County is now partnering with the North Carolina Baptist Men. There is a better working relationship with the public and other agencies at State and Federal levels since going through the flood. They are providing forms and computer programs to assist other communities with their recovery efforts. A full report will be on the county's website.

Commissioner Garris asked about the property that the County acquired. He asked if Mr. Rhodes viewed the 288 acres acquired by the County as a burden or an economic asset. Mr. Rhodes said these properties were bought with 75% federal and 25% state funds. Mr. Rhodes said these properties are an asset because it prevents these people from future problems and it has to remain open space and there are a lot of restrictions. People that lived in these areas have moved to other areas and invested in other properties. Commissioner Bowen asked how much of the property is having to be maintained. Mr. Rhodes said they are actively maintaining about five properties. He said he would address any applications that are on file.

Vice Chairman James said if they will follow up with interested applicants. He was sure there would be people that would take over the maintenance of these properties such as lease or rent it for \$1 a year. These properties are very restrictive. Commissioner Hammond asked if any funds were sent back from Hurricane Floyd. Mr. Rhodes said there were some funds returned but they made every effort to utilize the funds.

Commissioner Minges asked if the available properties were on the County's website. Open spaces, parks, looking at recreation purposes for community schools. Restrictions on the properties include no building and no hunting.

Mr. Rhodes reported that Hurricane Isabel did not leave the devastation as was seen in Hurricane Floyd. He reported that 25 counties other than Pitt County have been declared a disaster community. Damage

Assessment was done on last Friday. Trees across roads and downed power lines was the most of what was seen as well as some sporadic damage. Pitt County has been declared a disaster community and is available for assistance funds. Individual assistance is available. If you had minor damage, contact insurance company. If major damage was incurred, individuals need to contact the FEMA assistance phone line at 1-800-621-3362. Keep all documentation about expenses incurred. Individuals need to apply within 60 days and the deadline is November 18th to apply.

Report on Offer to Purchase Property for the Bell Arthur EMS Station - John K. Bulow

Information Provided with the Agenda

After negotiations with property owner Buck Supply, Pitt County has offered to purchase approximately one acre of property from parcel #061553 for the purpose of constructing EMS station for the Bell Arthur EMS Squad. Mr. Mike Buck, owner of Buck Supply has signed the "Offer to Purchase" and thus agrees with the terms within the document. The purchase price is to be \$35,000 per acre with the price adjusted based upon final acreage size needed and this size is to be determined by the EMS station design being finalized. This land acquisition is consistent with the reorganization of EMS districts as approved by the Pitt County EMS Commission and the Board of Commissioners during the FY 2003-2004 budget process.

Staff Recommendation

Report Only.

Manager Comments

Recommend to accept report.

Motion:

Accept Report on Bell Arthur Fire Department property purchase.

Motion made by Commissioner Mark Owens, Jr..

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Items for Consent

Approve Consent Items - Susan Banks

Staff Recommendation

Motion to approve the items for consent.

Motion:

Motion to approve the items for consent.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

*Budget Amendment - Health Department - Health AIDS - \$1,000
(No County Funds) - John H. Morrow*

Information Provided with the Agenda

Health Department Budget Amendment - Health AIDS- \$1,000 - Grant Received from Until There's a Cure Foundation in support of treatment and research for the prevention of HIV/AIDS. "No additional county funds needed".

Staff Recommendation

Approve Budget Amendment as presented.

Manager Comments

Concur with staff recommendation.

24 Pitt County
Finance

Budget Amendment Request

INVOICE NO:
DATE: October 13, 2003

Department: Health AIDS Date of Request: September 3, 2003

FY Budget: FY 03/04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
153154 484000	Contributions and Donations	1000.00	
155154 523000	Medical and Technical Supplies	1000.00	

Department Justification: Grant received from Until There's a Cure Foundation in support of treatment and research for the prevention of HIV/AIDS.

* Denotes new account number.

Motion:

Approve Budget Amendment as presented.
Motion made by Commissioner John Minges.
Motion seconded by Vice Chairman Eugene James.
Motion Passed Unanimously.

*Budget Amendment - Social Services -Carolina Power & Light (Project Share) - \$635.03
(No County Funds) - Edward L. Garrison*

Information Provided with the Agenda

The Department of Social Services has received the official notification of the initial allocation for Project Share - CP & L program. These funds are used to provide energy assistance to customers of CP & L who are clients of the Department and are not eligible for other Federal or State energy programs.

The Department is requesting a budget amendment to bring the funds in the budget initially approved up to the level of funding provided by the N. C. Division of Social Services and CP & L. The Department is requesting an increase of \$635.03 in both expenditures and revenues.

No additional County funds are requested.

Staff Recommendation

Staffs recommend approval.

Manager Comments

Concur with staff recommendation.

Pitt County
Finance

Budget Amendment Request

INVOICE NO:
DATE: October 13, 2003

Department: SOCIAL SERVICES Date of Request: 09/04/03

FY Budget: FY 03/04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165488-560501	CP&L ENERGY ASSISTANCE	635	
162400-423001	SOCIAL SERVICES ADMINISTRATION	635	

Department Justification: (Please provide detailed explanation)

To increase the line item budget to reflect the official funding authorization received from the NC Division of Social Services.

Motion:

Staff recommend approval.

Motion made by Commissioner John Mingos.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

*Budget Amendment-Sheriff's Office - \$6,075
(No County Funds) - Ward Parker*

Information Provided with the Agenda

The Sheriff's Office needed to purchase another four port card to the newly acquired Dictaphone equipment to allow telecommunicators to record radio channels as well as telephone lines. Pitt Community College is reimbursing the county for the adding of an interface station to the new console which is located in the communications center at the courthouse. The addition of funds received from PCC will offset the costs of the added equipment to the Dictaphone system. "No additional county funded required".

Staff Recommendation

Approve the budget amendment as presented.

Manager Comments

Concur with staff recommendation.

INVOICE NO: Dd
DATE: October 13, 2003

Department: Sheriff's Office Date of Request: 09/09/03

FY Budget: 03-04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
104310 553002	Communications Equipment	6075.00	
102800 489000	Miscellaneous Revenue	6075.00	

Department Justification: (Please provide detailed explanation)

To increase communications equipment line item to add another four port card to the newly acquired Dictaphone equipment so that radio channels could be recorded in the communications center as needed. These funds are received from Pitt Community College for the payment of adding an interface station for the college to the console in the sheriff's communications center.

Motion:

Approve the budget amendment as presented.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Set Public Hearing Date for Subdivision Ordinance Amendments for October 20, 2003 - James Rhodes

Information Provided with the Agenda

The proposed amendments address issues that have arisen during the review of subdivision plats and adjust the Subdivision Ordinance to coincide with the newly adopted Zoning Ordinance. The Planning Board will hold a Public Hearing on September 17, 2003 and forward a recommendation. The Planning Department has notified the local surveyors, engineers and municipalities which use Pitt County's Subdivision Ordinance of the potential amendments.

Staff Recommendation

Set a public hearing date for October 20, 2003 for consideration of the proposed amendments to the Pitt County Subdivision Ordinance.

Manager Comments

Concur with staff recommendation.

Motion:

Set a public hearing date for October 20, 2003 for consideration of the proposed amendments to the Pitt County Subdivision Ordinance.

Motion made by Commissioner John Minges.

**Motion seconded by Vice Chairman Eugene James.
Motion Passed Unanimously.**

Mental Health - Fourth Quarter '03 Report - Debra Dihoff

Information Provided with the Agenda

GS 122C-117 requires that mental health report quarterly to the county commissioners regarding both their finances and their service delivery. This report covers the last quarter of FY '03. For comparison purposes, data from the first three quarters' is also available.

Services Report
Types of services provided
Numbers served
Services requested/not delivered (wait list)
Progress in implementing business plan

Year End Financial Report
Revenues
Expenditures
Cash Balance

Staff Recommendation

Accept Fourth Quarter Report.

Manager Comments

Concur with recommendation to accept report. Also, it is notable to point out that the Mental Health Department ended the year with a positive cash balance of \$1,354,202. This balance must then be adjusted to reflect a potential Thomas-S program payback of \$850,000. After taking this into account, net cash balance is +\$504,202.

Motion:

Accept Fourth Quarter Report.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Releases and Refunds Greater Than \$100 - Glenn Cutrell

Information Provided with the Agenda

August 2003 Releases and Refunds Greater Than \$100

Releases - Pitt County (153) - \$ 48,960.71
Releases - City of Greenville (21) - \$ 6,439.63

Refunds Greater Than \$100 - Number of Refunds (2)

Pro Golf Discount of G'ville - \$ 445.03
The Budd Group - \$ 1,083.66

Staff Recommendation

Approve as submitted.

Manager Comments

Concur with staff recommendation.

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TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

ALFORD, CEDRIC 1207614/0 85560 238.67
NOTE: 2002 - RELEASED MOBILE HOME. NOT ON DMV OR PARK REPORT.

ALLEN, E.T. COMPANY, INC. 1202536/0 57587 85235 527.26
NOTE: 2003 - RELEASE DOUBLE WIDE LISTED AS REAL IN ERROR.

ALLEN, TRACEY L. 1181696/0 85153 247.28
NOTE: 2000 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11753730,
BRADLEY ALLEN.

ALLEN, TRACEY L. 1181696/0 85154 201.27
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11753730,
BRADLEY ALLEN.

ALLEN, WILLIE JUNIOR & 44289/0 35172 85300 106.30
NOTE: 2003 - RELEASED MOBILE HOME. CHARGED IN ERROR.

ARSENAULT, ROBERT MICHAEL 1182358/0 85168 216.55
NOTE: 2003 - RELEASED MOBILE HOME. LISTED AS REAL ESTATE ON PARCEL
NUMBER 64099, SAME NAME.

BAKER, GARY KEITH 3030617/2 85220 175.91
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

BANKS & COLLINS INVESTMENTS 1184308/0 85424 1191.17
NOTE: 2003 - NCDENR APPROVED APPLICATION FOR EXEMPTION.

BANKS, CHRISTOPHER REUBEN 1207635/0 85150 130.53
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11875520,
REUBEN CHRISTOPHER BANKS.

BARNES, CHRISTOPHER D. 1197401/0 85161 226.37
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11894770,
BARNES, CHRISTOPHER.

BARNES, CHRISTOPHER D. 1197401/0 85162 211.12
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11894770,
BARNES, CHRISTOPHER.

BARNES, NIKI 1181203/0 85155 220.97
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11952960,
MACANDRE LEE BARNES.

BISHOP, ROBERT MICHAEL 3050615/1 85462 102.20
NOTE: 2003 - PRORATE TAXES ON VEHICLE.

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TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

BLAKE, CONNIE EVANS & 1193109/0 7240 85215 478.93
NOTE: 2003 - RELEASE AND RECHARGE TO ACCOUNT NUMBER 1208952/0 (EVANS,
LINDA LOU CARROW LIFE ESTATE).

BLAKE, LYNNDEAN PARKER 1188417/0 58925 85240 287.58
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER QUALIFIED.

BLANCHARD, FRANCES JONES 1202859/0 55462 85262 245.59
NOTE: 2003 - APPLIED OAE AMOUNT.

BMW FINANCIAL SERVI LLC 3050171/5 85391 249.02
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

BRANCH BANK & TRUST CO. 70833/0 35609 85316 905.25
NOTE: 2003 - RELEASE AND RECHARGE BUSINESS PERSONAL PROPERTY TO
CORRECT ACCOUNT (1098395/0).

BRANCH BANK & TRUST CO. 70833/0 35609 85326 967.40
NOTE: 2003 - RELEASE AND RECHARGE BUILDING TO PARCEL NUMBER 32810 (MONK
-AUSTIN SALES & ADMIN.,INC.).

BROWN, WILLIE RUTH 1127589/0 5972 85278 107.00
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED LAST YEAR.

BUNTING, JOSEPH EARL & 1144283/0 49043 85234 222.69
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE PARCEL
NUMBER 49043, THIS SAME ACCOUNT AND NAME.

CANADY, MARY V. 1118398/0 3337 85191 133.42
NOTE: 2003 - RELEASED OAE. TAXPAYER QUALIFIED FOR OAE.

CANNON, MARTHA 1132723/0 3378 85181 117.66
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER HAS BEEN GETTING OAE.

CANTERA, APRIL 1195406/0 85372 128.69
NOTE: 2003 - RELEASED MOBILE HOME. LISTED AS REAL ESTATE ON PARCEL
NUMBER 65122, SAME NAME.

CHERRY, PHYLLIS JO 1207697/0 85246 229.41
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11827150,
KORNEGAY, PHYLLIS JO CHER.

COBB, WILLIAM S. & 1157231/0 10130 85175 429.00
NOTE: 2003 - RELEASE FOR DOUBLE WIDE LISTED AS REAL IN ERROR.

CORNERSTONE OF GREENVILLE,INC 1186227/0 59836 85401 323.60
NOTE: 2003 - HOUSE CHARGED AT 100% COMPLETE IN ERROR.

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TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

COWARD, WILLIE ZEDELL 1201393/0 4899 85450 193.56
NOTE: 2003 - OAE NOT APPLIED IN ERROR.

COX, SAMUEL KEITH 1091532/0 85189 325.05
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE, SEE PARCEL
NUMBER 36077, COX, SHARON VINCENT AND HUSBAND SAMUEL KEITH.

CRANDOL, W. L. HEIRS 1908550/0 5158 85569 358.65
NOTE: 2003 - RELEASE FOR INCORRECT LAND USE VALUE.

CROUCH, LOUISE WHICHARD 1158858/0 55121 85209 155.50
NOTE: 2003 - RELEASED VALUE OF OAE. TAXPAYER QUALIFIED.

CRUZ, JOSE H. 1207724/0 85195 197.07
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11877840,
JOSE CRUZ HERNANDEZ.

CULLIPHER, LESLIE MAYO & 1159075/0 85612 185.75
NOTE: 2003 - RELEASED MOBILE HOME. DOUBLE LISTED ON THIS SAME ACCOUNT.

DANIELS, DON RUFUS 2017052/0 85177 175.72
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE, SEE PARCEL
NUMBER 51283, DANIELS, DON RUFUS AND WF LINDA W.

DANIELS, DON RUFUS & 1144177/0 51283 85255 195.99
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL IN ERROR. LISTED
ON ACCOUNT NUMBER 20170520, DANIELS, DON RUFUS. LAND IS IN JOINT
NAMES. DON AND LINDA DANIELS.

DAVIS, ANTHONY C 1198998/0 85598 156.14
NOTE: 2001 - RELEASED MOBILE HOME. LISTED IN THE NAME OF RICHARD
CHARLES DAVIS. THIS IS THIRD YEAR FOR RELEASE ON THIS HOME.

DAVIS, CHARLIE JAMES 1204447/0 85318 222.86
NOTE: 2003 - DOUBLE WIDE PICKED UP AS REAL ON PARCEL NUMBER 54450.

DEANS, CHAD ASHLEY 1189490/0 85205 190.02
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE
PARCEL NUMBER 60456, SAME NAME.

DOBBS, ORIE DEAN 1137116/0 48352 85502 414.19
NOTE: 2003 - DOUBLE WIDE BILLED IN ERROR, BELONGS TO TONY DOBBS.

EDWARDS, MAGGIE WORLSEY 3040826/4 85256 180.72
NOTE: 2003 - PRORATE TAXES ON VEHICLE.

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TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

EDWARDS, ROBIN MCLAWHORN 30588/4 63778 85188 276.27
NOTE: 2003 - RELEASE MOBILE HOME LISTED AS REAL IN ERROR.

EDWARDS, SUSAN 1194102/0 85541 347.56
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE
PARCEL NUMBER 64924.

EVERETT, SETH LEE JR. 1174627/0 27635 85282 139.63
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON THIS
SAME ACCOUNT.

FIFTH THIRD AUTO LETRUST 3050945/3 85534 139.59
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

FLEMING, WILLIE & 1193480/0 60380 85197 290.68
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER QUALIFIED.

FLOOD, EDNA 1195149/0 64321 85236 379.91
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON THIS
SAME ACCOUNT.

FRIZZELL, MACK PRESTON & 1084228/0 65062 85276 222.73
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON PARCEL
NUMBER 65062, FRIZZELL, MACK PRESTON AND FRIZZELL, TERRY LYNCH.

GARRETT, DENISON DOVER 2964851/0 85203 116.76
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11526270,
GARRETT, DD.

GARRETT, DENISON DOVER 2964851/0 85204 129.51
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11526270,
GARRETT, DD.

GARRETT, DENISON DOVER 2964851/0 85201 221.18
NOTE: 2001 - RELEASED MOBILE HOMES. LISTED ON ACCOUNT NUMBER 11526270,
GARRETT, DD.

GARRIS, MILLARD LEE 2309/0 43704 85299 143.59
NOTE: 2003 - MOBILE HOME DOUBLE CHARGED AS BOTH REAL AND PERSONAL.

GODLEY, JOSEPH 1194104/0 85396 269.98
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE PARCEL
NUMBER 59094, JOSEPH L. GODLEY.

GODLEY, POLLY 1137011/0 85160 150.75
NOTE: 1998 - RELEASED MOBILE HOME. BILLED ON ACCOUNT NUMBER 11753660,
SAMSON STATON.

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TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

GRANT, JESSIE 1183151/0 85280 216.55
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON PARCEL NUMBER 49057 AS
REAL ESTATE, GRANT, JESSIE AND WIFE VERNA MAE.

GRAW, VERNON ORVIS & 1148451/0 51727 85279 139.66
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE PARCEL

NUMBER 51727.

GREEN, DEBRA CLEMONS 1207807/0 85196 222.69
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON PARCEL

NUMBER 45892, GREEN, DEBRA CLEMONS.

GRIMES, MARTHA 1165911/0 85323 227.09
NOTE: 1998 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12057680,
BARBARA ANN GRIMES.

HAMILL, LEESA 1190460/0 85615 345.91
NOTE: 2003 - RELEASED MOBILE HOME. REPO AND OFF LOT PER PARK REPORT.

HARLEE, ANGELA YVETTE 2120009/1 85565 120.80
NOTE: 2002 - VEHICLE CHARGED IN ERROR.

HARRIS, WILLIE IVAN 1113356/0 48337 85272 107.01
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ON THIS SAME
ACCOUNT. TAXPAYER OWNS TWO MOBILE HOMES ONLY.

HENDERSON, LINZA BENJAMIN JR 1180997/0 85428 282.36
NOTE: 2002 - RELEASED MOBILE HOME. RC MANUFACTURED HOMES HAD IT IN
INVENTORY JANUARY 1.

HODGES, WILLIAM B. & 1196513/0 51825 85408 168.54
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ON PARCEL NUMBER
51825, SAME NAME.

HOLLOWAY, VELERIA 1199337/0 85206 334.51
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE PARCEL

NUMBER 61814, HOLLOWAY, MELVIN E. AND WIFE VELERIA J.

HOPKINS, LONNIE EARL 1187399/0 85614 184.77
NOTE: 2003 - RELEASED MOBILE HOME. DOUBLE LISTED ON THIS SAME ACCOUNT.

HOWELL, CATHY DARLENE 3020091/4 85332 117.94
NOTE: 2002 - VEHICLE CHARGED IN ERROR.

JAMES, MICHAEL ELI 3040763/1 85576 110.76
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

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TAX RELEASE FORM

GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

JAMES, MICHELLE WALSTON 3050059/8 85578 108.84
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

JENKINS, CATHERINE PITT 1196459/0 12037 85179 148.00
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER QUALIFIED FOR OAE.

JENKINS, ETHEL MAE 1174106/0 12035 85190 114.48
NOTE: 2003 - RELEASED OAE AMOUNT.

JONES, LOUVENIA 1189396/0 85426 225.07
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11767460,
PATRICIA HOPKINS.

JONES, LOUVENIA 1189396/0 85425 203.47
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11767460,
PATRICIA HOPKINS.

JONES, SHIRLEY JEAN 1198513/0 85176 215.80
NOTE: 2002 - RELEASED MOBILE HOME. DOUBLE LISTED ON THIS SAME ACCOUNT.

JORDON, VICKIE 1207885/0 85242 244.48
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12082770,
BYNUM, EVERT.

KING, LILLIAN N. 1082814/0 32347 85230 178.46
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER DID QUILIFY.

LEGREAR, HAROLD JEROME 3050350/8 85505 136.14
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

LEONARD, GARLAND A. JR. & 1132408/0 50341 85549 109.56
NOTE: 2003 - BUILDINGS REMOVED PRIOR TO JANUARY 1.

LEWIS, JASPER LEE DDS PA 714/0 85478 1954.46
NOTE: 2001 - BUSINESS PERSONAL PROPERTY CHARGED TO WRONG ACCOUNT.
REBILLED TO ACCOUNT 1205743/0.

LEWIS, JASPER LEE DDS PA 714/0 85477 1632.33
NOTE: 2002 - BUSINESS PERSONAL PROPERTY CHARGED TO WRONG ACCOUNT.
REBILLED TO ACCOUNT 1205743/0.

LIVING HOPE MINISTRIES, INC- 1167280/0 57664 85476 2923.33
NOTE: 2002 - EXEMPT APPLICATION APPROVED. ACTIVE CHURCH SINCE 1999.

LIVING HOPE MINISTRIES, INC- 1167280/0 57664 85480 3277.67
NOTE: 2000 - EXEMPT APPLICATION APPROVED. ACTIVE CHURCH SINCE 1999.

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TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

LIVING HOPE MINISTRIES, INC- 1167280/0 57664 85479 3042.11
NOTE: 2001 - EXEMPT APPLICATION APPROVED. ACTIVE CHURCH SINCE 1999.

LLOYD, JESSIE & 1151116/0 13683 85551 519.25
NOTE: 2003 - DOUBLE WIDE MOBILE HOME CHARGED IN ERROR AS REAL.

LLOYD, KENNETH M. SR. & 1097735/0 60500 85253 424.34
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12088780,
MICHAEL KEITH PILGREEN.

LONG, MARY D. LIFE ESTATE 1202881/0 13966 85460 153.00
NOTE: 2003 - FAILED TO APPLY OAE.

MABERY, ANNIE LIFE ESTATE 1168882/0 22042 85499 121.51
NOTE: 2003 - OAE NOT APPLIED.

MCCLAIN, GEORGE RELAYNE 1207927/0 85555 234.27
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11948980,
GEORGE RELAYNE MCCLAIN.

MCCLAIN, GEORGE RELAYNE 1207927/0 85556 241.34
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11948980,
GEORGE RELAYNE MCCLAIN.

MCCLUNG, WILLIAM PATRICK 1172548/0 85273 140.18
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11951610,
MCCLUNG, WILLIAM P AND WIFE APRIL L.

MCNAIR, MARTHA B. LIFE ESTATE 1196685/0 16432 85359 181.22
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED.

MEADS, WAYNE O. SR. & 1201579/0 58149 85388 324.44

NOTE: 2003 - MOBILE HOME DOUBLE LISTED AS PERSONAL.

MENDELL, BRIAN KEITH 3050440/8 85461 111.18
NOTE: 2003 - PRORATE TAXES ON VEHICLE.

MERTENS, MICHELE ANN 1198686/0 85303 250.37
NOTE: 2002 - RELEASED MOBILE HOME. DOUBLE BILLED ON THIS SAME ACCOUNT.

MILLS, LYMAN M. LIFE ESTATE 1195481/0 14965 85302 190.55
NOTE: 2003 - APPLIED OAE. RECEIVED ON ACCOUNT NUMBER 53585000, MILLS,
LYMAN MOYE. NEW ACCOUNT NUMBER.

MOORE, PATTIE W. 1195757/0 15305 85281 215.19
NOTE: 2003 - APPLIED OAE. SEE ACCOUNT NUMBER 54708500, MOORE, DAVID
ARTHUR AND PAT.

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TAX RELEASE FORM
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NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

MOORE, WILLIAM T 7110342/9 85199 174.70
NOTE: 1997 - VEHICLE CHARGED IN ERROR.

NAGASAKA, MITSUO 2110061/5 85415 185.69
NOTE: 2002 - PRORATE TAXES ON VEHICLE.

NICHOLS, TRAVIS EUGENE & 1159749/0 52250 85260 507.15
NOTE: 2003 - RELEASED MOBILE HOME AS REAL. LISTED ON ACCOUNT NUMBER
11541720, CARMEN SUSAN KUPER.

OGLESBEE JR, STEPHEN EUGENE 2110061/0 85571 183.84
NOTE: 2002 - VEHICLE CHARGED IN ERROR.

OVERSTREET, ROBERT DWAYNE 1136576/0 64337 85208 279.24
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE PARCEL
NUMBER 64337, SAME NAME.

VERTON'S, INC. 1077986/0 45645 85484 405.37
NOTE: 2003 - PN 45645 (HANGER ON LEASED LAND) CHARGED INCORRECTLY.
REBILLED TO GREENVILLE TOYOTA.

PARHAM, KEITH 1175134/0 85557 308.86
NOTE: 1998 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11618540,
CHARLES KEITH PARHAM.

PARKER, RICHARD CORNELL SR 6214950/0 17642 85165 134.96
NOTE: 2003 - RELEASED VALUE FOE OAE. TAXPAYER DID NOT GET IT BUT HAS
ALL THE YEARS BEFORE THIS.

PARROTT, ROBERT D., CPA, TRUSTE 1173036/0 10452 85455 462.42
NOTE: 2003 - ALL BUILDINGS REMOVED PRIOR TO JANUARY 1, 2003.

PEADEN, EMMETT & 32270/0 31776 85254 105.94
NOTE: 2003 - RELEASED OAE AMOUNT. QUALIFIED FOR PAST 2 YEARS.

PEED, CECIL 1198986/0 85328 324.19
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11704060,
VELMA RUTH COOPER.

PEED, CECIL 1198986/0 85327 331.35
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11704060,
VELMA RUTH COOPER.

PERRY, LORETTA DENISE 1195405/0 85367 334.22
NOTE: 2003 - RELEASED MOBILE HOME. TAXABLE IN LENOIR COUNTY.

TAX RELEASE FORM
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NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

PERRY, LORETTA DENISE 1195405/0 85368 370.60
NOTE: 2002 - RELEASED MOBILE HOME. TAXABLE IN LENOIR COUNTY.

PETERSON, SHEILA DIANA & 1159489/0 41345 85312 101.51
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP ON THIS ACCOUNT AS REAL AND PERSONAL.

PETTUS, CARL 1207979/0 85245 193.32
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11830630, BRENDA BAKER HYMOND.

PIERCE, HAZEL MITCHELL 6416650/0 7774 85554 120.05
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED.

PIERCE, JULIAN FLEMING JR 74668/0 42212 85259 132.98
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL IN ERROR. LISTED ON ACCOUNT NUMBER 10707661, TAYLOR, ELIAS AND NIKA JUANITA.

POWELL, RUTH HAZEL 41687/0 85584 122.09
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON THIS SAME ACCOUNT.

PRUITT, FORREST EDWARD JR 1195278/0 85609 216.56
NOTE: 2003 - RELEASED MOBILE HOME. DOUBLE LISTED ON THIS SAME ACCOUNT.

REEL, MAE TREVLYN 1151604/0 85547 133.16
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12043390, CAROLYN REEL.

RICHARDS, JOYCE A.MCDONOUGH 1202635/0 49793 85241 405.99
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER QUALIFIED.

RIDDICK, ERIN & TAMARA 1208003/0 85244 311.38
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11762400,

RIDDICK, ERIN CORNELL.

ROBERSON, RODERICK 1147562/0 19474 85563 126.75
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON THIS SAME ACCOUNT.

ROUNTREE, CALVIN LIFE ESTATE 1078103/0 19371 85288 115.66
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED.

ROUSE, BENTLEY 1152330/0 85167 206.62
NOTE: 2003 - RELEASED MOBILE HOME. LISTED AS REAL ESTATE ON PARCEL NUMBER 50821, ROUSE, KATHERINE SUTTON.

TAX RELEASE FORM
GREATER THAN \$100

NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

ROWE, JACOB III 1178137/0 85603 106.31
NOTE: 2003 - RELEASED MOBILE HOME. LISTED AS REAL ESTATE ON PARCEL NUMBER 21615, SAME NAME.

SANCHEZ, JESSICA 1195606/0 60182 85187 250.32
NOTE: 2003 - RELEASED MOBILE HOME. LISTED AS REAL ON PARCEL NUMBER 60182, SANCHEZ, JESSICA.

SCHEDLER, ROBERT JOHN & 1168715/0 17199 85267 103.27
NOTE: 2003 - REDUCED VALUE DUE TO LOT NOT SUITABLE FOR BUILDING DUE TO PERK TEST.

SCOTT, ANGELA MICHELLE & 1170759/0 58120 85250 200.60
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL AND PERSONAL ON THIS SAME ACCOUNT NUMBER.

SHEPPARD, TRUDY 1176902/0 85416 281.40
NOTE: 2000 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12089450, PAUL LAWRENCE CARMON.

SHEPPARD, TRUDY 1176902/0 85418 228.92
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12089450, PAUL LAWRENCE CARMON.

SHEPPARD, TRUDY 1176902/0 85417 248.86
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12089450, PAUL LAWRENCE CARMON.

SHRADER, TRILLIS ELAINE 1193216/0 18277 85453 444.13
NOTE: 2003 - RELEASE AND RECHARGE TO ACCOUNT NUMBER 1192924/0 (LEWIS, CHARLES WORTH).

SMITH, DAVID RANDALL 2100689/1 85572 142.57
NOTE: 2002 - PRORATE TAXES ON VEHICLE.

SMITH, OLA LINWOOD 7270550/0 20486 85546 178.57
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE. SEE PARCEL NUMBER 20486.

SMITHSON, EDNA GOFF 1158299/0 20698 85172 162.02
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER APPLIED ON TIME AND OAE WAS GRANTED.

STALLINGS, MILDRED PARKS 1195958/0 54198 85171 194.67
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER DID APPLY IN TIME.

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NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

STATON, DONNA 1208053/0 85611 256.00
NOTE: 2003 - RELEASED MOBILE HOME. DOUBLE LISTED ON THIS ACCOUNT.

STOCKS, ELIZABETH ANN 47447/0 28412 85252 224.48
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER WAS QUALIFIED.

SUGGS, SARAH ANN 1187701/0 85365 226.24
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11990420, LESTER EARL DIXON.

SUMERLIN, LETHA D. LIFE ESTAT 1202887/0 38039 85249 188.15
NOTE: 2003 - RELEASED VALUE FOR OAE. TAXPAYER QUALIFIED. SEE ACCOUNT NUMBER 11840940 FOR 2002 WAS IN LIFE ESTATE.

SUTTON, CHARLES F., III 1128848/0 50137 85270 109.13
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON ACCOUNT NUMBER 892800, SUTTON, CHARLES F. III AND WIFE SELMA P.

TAYLOR JR, DANIEL LEROY 3050440/1 85465 168.75
NOTE: 2003 - VEHICLE CHARGED IN ERROR.

THE WAY OF TRUTH TEMPLE 1191057/0 23943 85310 1741.56

NOTE: 2003 - RELEASE DUE TO EXEMPT.

VILLEGAS, CRISTINA 1208097/0 85274 174.88
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11958690,
GUTIERREZ, CHRISTINA VILLEGAS.

VILLEGAS, CRISTINA 1208097/0 85275 168.41
NOTE: 2003 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11958690,
GUTIERREZ, CHRISTINA VILLEGAS.

VT INC TSTEE WOLT 2110704/0 85304 108.01
NOTE: 2002 - PRORATE TAXES ON VEHICLE.

WADE, CATHERINE PAIGE 3040402/4 85353 114.47
NOTE: 2003 - PRORATE TAXES ON VEHICLE.

WADE, KEVIN EARL 1170458/0 85163 291.90
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON PARCEL
NUMBER 60533.

WALKER, DANNY LEE & SARA 1181303/0 85545 102.17
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11987150,
GARY EUGENE VICK.

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TAX RELEASE FORM
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NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

WALKER, DANNY LEE & SARA 1181303/0 85544 104.94
NOTE: 2001 - RELEASED MOBILE. LISTED ON ACCOUNT NUMBER 11987150, GARY
EUGENE VICK.

WALKER, RAY 1198899/0 85580 232.96
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11895470,
BETTY JONES BUNCH.

WARD, RUTH LAUGHINGHOUSE 1163670/0 3972 85308 171.22
NOTE: 2003 - APPLIED OAE. TAXPAYER DID QUALIFY.

WHICHARD, ALBERTA HEIRS 8568500/0 24331 85290 107.15
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED.

WILKINSON, EDITH B. 1186621/0 28120 85173 228.25
NOTE: 2003 - RELEASED OAE AMOUNT.

WILLIAMS, KELVIN D. & 1197031/0 28011 85266 499.01
NOTE: 2003 - RELEASE AND RECHARGE DOUBLE WIDE MOBILE HOME TO PARCEL
NUMBER 28012.

WILSON, JOSEPHINE 8934100/0 25385 85293 146.96
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED.

WINDHAM, RACHEL HAMILL 1201399/0 25454 85298 160.00
NOTE: 2003 - APPLIED OAE. TAXPAYER QUALIFIED.

TOTAL RELEASES: 153 48960.71

THE RELEASE (G.S. 105-381 OR 382), CORRECTIONS (G.S. 105-325), OR REFUNDS (G.S.
105-381 OR 382) OF TAX BILLS OUTLINED ABOVE ARE APPROVED BY THE PITT COUNTY
BOARD OF COMMISSIONERS.

CHAIRMAN OF THE BOARD

DATE APPROVED

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 TAX RELEASE FORM

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NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

ARTIS, TITANIA FIONA 2070780/9 85297 110.04
 NOTE: 2002 - VEHICLE CHARGED IN ERROR.

BLANCHARD, FRANCES JONES 1202859/0 55462 85262 215.78
 NOTE: 2003 - APPLIED OAE AMOUNT.

BMW FINANCIAL SERVI LLC 3050171/5 85391 245.21
 NOTE: 2003 - VEHICLE CHARGED IN ERROR.

EASTERN OMNI CONSTR INC 3050452/6 85430 105.05
 NOTE: 2003 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

HARLEE, ANGELA YVETTE 2120009/1 85565 130.12
 NOTE: 2002 - VEHICLE CHARGED IN ERROR.

HENDERSON, LINZA BENJAMIN JR 1180997/0 85428 192.38
 NOTE: 2002 - RELEASED MOBILE HOME. RC MANUFACTURED HOMES HAD IT IN
 INVENTORY JANUARY 1.

HOWELL, CATHY DARLENE 3020091/4 85332 127.22
 NOTE: 2002 - VEHICLE CHARGED IN ERROR.

KING, LILLIAN N. 1082814/0 32347 85230 156.80
 NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER DID QUILIFY.

LEGREAR, HAROLD JEROME 3050350/8 85505 143.12
 NOTE: 2003 - VEHICLE CHARGED IN ERROR.

LEWIS, JASPER LEE DDS PA 714/0 85478 1767.65
 NOTE: 2001 - BUSINESS PERSONAL PROPERTY CHARGED TO WRONG ACCOUNT.
 REBILLED TO ACCOUNT 1205743/0.

LEWIS, JASPER LEE DDS PA 714/0 85477 1476.31
 NOTE: 2002 - BUSINESS PERSONAL PROPERTY CHARGED TO WRONG ACCOUNT.
 REBILLED TO ACCOUNT 1205743/0.

MOORE, WILLIAM T 7110342/9 85199 148.61
 NOTE: 1997 - VEHICLE CHARGED IN ERROR.

OGLESBEE JR, STEPHEN EUGENE 2110061/0 85571 187.29
 NOTE: 2002 - VEHICLE CHARGED IN ERROR.

VERTON'S, INC. 1077986/0 45645 85484 356.14
 NOTE: 2003 - PN 45645 (HANGER ON LEASED LAND) CHARGED INCORRECTLY.
 REBILLED TO GREENVILLE TOYOTA.

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 TAX RELEASE FORM
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NAME ACCOUNT # PARCEL # RELEASE # TOTAL RELEASED

PARHAM, KEITH 1175134/0 85557 182.71
 NOTE: 1998 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11618540,
 CHARLES KEITH PARHAM.

PARKER, RICHARD CORNELL SR 6214950/0 17642 85165 118.57
 NOTE: 2003 - RELEASED VALUE FOE OAE. TAXPAYER DID NOT GET IT BUT HAS

ALL THE YEARS BEFORE THIS.

STALLINGS, MILDRED PARKS 1195958/0 54198 85171 171.03
NOTE: 2003 - RELEASED OAE AMOUNT. TAXPAYER DID APPLY IN TIME.

WADE, CATHERINE PAIGE 3040402/4 85353 103.53
NOTE: 2003 - PRORATE TAXES ON VEHICLE.

WADE, KEVIN EARL 1170458/0 85163 201.11
NOTE: 2003 - RELEASED MOBILE HOME. PICKED UP AS REAL ESTATE ON PARCEL
NUMBER 60533.

WALKER, RAY 1198899/0 85580 150.53
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11895470,
BETTY JONES BUNCH.

WARD, RUTH LAUGHINGHOUSE 1163670/0 3972 85308 150.43
NOTE: 2003 - APPLIED OAE. TAXPAYER DID QUALIFY.

TOTAL RELEASES: 21 6439.63

THE RELEASE (G.S. 105-381 OR 382), CORRECTIONS (G.S. 105-325), OR REFUNDS (G.S.
105-381 OR 382) OF TAX BILLS OUTLINED ABOVE ARE APPROVED BY THE PITT COUNTY
BOARD OF COMMISSIONERS.

CHAIRMAN OF THE BOARD

DATE APPROVED

Motion:

Approve as submitted.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

*Set Public Hearing Date for Pitt County Zoning Ordinance
Amendment for October 20,2003. - Stephen Smith*

Information Provided with the Agenda

The current version of the Countywide Zoning Ordinance contains a Flood Hazard Overlay District. The County's Flood Damage Prevention regulations are contained in this section. The Flood Damage Prevention regulations need to be updated and made effective to coincide with the effective date of the new floodplain maps for Pitt County. The new floodmaps for Pitt County become effective on January 2, 2004.

To insure all the required changes being made meet the requirements of the State Model Ordinance, staff will request that the current Flood Damage Prevention Ordinance be kept in effect until January 2, 2004 and the Flood Hazard Overlay Section be delayed until that date.

The recommended schedule for consideration of this request is as follows:

- September 22, 2003 - Board of County Commissioners (BCC) schedules a Public Hearing
- October 4,11,18, 2003 - Advertise public hearing in Daily Reflector
- October 15, 2003 - Planning Board Review and Recommendation forwarded to the BCC
- October 20, 2003 - BCC Public Hearing

Staff Recommendation

Establish Public Hearing date of October 20, 2003 to consider delaying enactment of the Flood Hazard Overlay District until January 2, 2004 and to extend the effective date of the current Flood Damage Prevention Ordinance until January 2, 2004.

Manager Comments

Concur with staff recommendation.

Motion:

Establish Public Hearing date of October 20, 2003 to consider delaying enactment of the Flood Hazard Overlay District until January 2, 2004 and to extend the effective date of the current Flood Damage Prevention Ordinance until January 2, 2004.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Monthly Financial Report - August 2003 - Melonie Bryan

Information Provided with the Agenda

Fund Balance - General Fund:	\$ 42,101,019.	(06/30/03)
	\$ 34,682,635.	(Unreserved - \$11,643,300. designated)
	31.89%	

Total Budget: \$185,223,434. 16.66% of Fiscal Year completed

Summary of Revenues:	August 2003	YTD 02-03
General Operating Funds	\$22,955,520.	\$ 26,306,254.**
Enterprise Fund	1,251,338.	1,489,691.
All Other Funds	3,537,634.	4,956,478.
Totals	\$27,744,492.	\$ 32,752,423.
Percent of Budget:	15.00%	17.68%

Summary of Expenditures:	August 2003	YTD 02-03
General Operating Funds	\$ 9,997,255.	\$ 17,692,047.
Enterprise Fund	472,388.	697,659.
All Other Funds	1,675,728.	2,970,312.
Totals	\$ 12,145,371.	\$ 21,360,018.
Percent of Budget:	6.56%	11.53%

**Net of Fund Balance Appropriated.

Staff Recommendation

Accept for the record.

Manager Comments

Concur with staff recommendation.

Motion:

Accept for the record.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

New Ambulance Purchases - Craig Forlines

Information Provided with the Agenda

Based on a need for new ambulances due to maintenance issues and age of vehicles within the Squads, the Emergency Services Office began looking for funding and availability of ambulances. As a part of the Fiscal Year 2003-2004 budget, the BOCC approved the purchase of 4 ambulances for squads in the County. The County will purchase and own these units while the volunteer squad will operate them. The Emergency Services Office found a contract for ambulance purchases recently used by Lenoir County. This contract had below average purchase pricing and the County was able to improve the pricing even more by deleting several items not needed by our squads. The Lenoir County pricing was \$87,426/unit while the County received \$83,554/unit or an additional savings of \$11,616. Therefore, we would like approval to order these three units and bring forward the financing terms at your next meeting.

Staff Recommendation

Recommend Approval

Manager Comments

Concur with staff recommendation.

Motion:

Recommend Approval

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Approval of Minutes - Susan Banks

Information Provided with the Agenda

September 8, 2003

Staff Recommendation

Approve minutes of September 8, 2003 Board meeting.

Manager Comments

Concur with staff recommendation.

Motion:

Approve minutes of September 8, 2003 Board meeting.

Motion made by Commissioner John Minges.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Items for Discussion

Budget Amendment and Acceptance of Local Law Enforcement Block Grant Award - Sheriff's Department - \$53,876 - Ward Parker

Information Provided with the Agenda

The Sheriff's Office has received grant approval for the Local Law Enforcement Block (LLEBG) grant. The federal funds total \$48,488.00 (90%) while the county's cash match is \$5,388.00 (10%). These funds will be used to purchase in-car cameras for patrol vehicles. County funds are included in the contingency fund for grants in the current budget. "No additional county funds required".

Staff Recommendation

(1) Approve the acceptance of the LLEBG grant, (2) approve the budget amendment as presented, (3) schedule a public hearing for comments to be held on the October 6, 2003 meeting as required by the grant agreement.

Manager Comments

Concur with staff recommendation.

Pitt County
Finance

Budget Amendment Request

INVOICE NO: Dd
DATE: October 13, 2003

Department: Sheriff – Law Enforcement Block Grant Date of Request: 09/03/03

FY Budget: 03-04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
109910 599101	Reserve for Grant Match		5388.00
109810 598024	Fund Transfer – Fund 24	5388.00	
243612 498501 04 – Rev.	Local Match	5388.00	
243612 426400 04 – Rev.	Federal Categorical Grant	48488.00	
245612 552000 04 - Exp.	Computer Equipment	53876.00	

Department Justification: (Please provide detailed explanation)

To appropriate \$53,876.00 for the Local Law Enforcement Block Grant (LLEBG).

Meeting Notes

Commissioner Bowen said that the County has put up \$5,388 for this grant and the rest is federal funds.

Motion:

(1) Approve the acceptance of the LLEBG grant, (2) approve the budget amendment as presented, (3) schedule a public hearing for comments to be held on the October 6, 2003 meeting as required by the grant agreement.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Jimmy Garris.

Motion Passed Unanimously.

Mental Health - Quarterly Local Business Plan Report (April - June, 2003) - Debra Dihoff

Information Provided with the Agenda

The first quarterly report details specific actions completed and barriers to progress in implementing our year one tasks as specified in the Commissioners approved business plan. Considerable progress has been made in all areas. Some of the accomplishments we are most proud of include:

Conducted monitoring of providers using a uniform "Report Card".

Developed 9 new Local Management Entity (LME) positions and included these positions in the '04 budget. In recruitment phase for 2 positions.

Services divested include: Temporary Assistance for Needy Families (TANF), Spouse Abuse & Family Education (SAFE), and a new service awarded to an existing private provider (Respite Care for individuals with developmental disabilities).

Regional "partnering committee" established to enhance opportunities for Regional LME functionality.

Collaborative approach with 911 around psychiatric calls instituted.

On July 10, we received a letter of conditional approval of our local business plan effective July 1, 2003. We must consider seeking a partnership with another area authority or county program in order to result in a population base of at least 200,000. We must further develop our divestiture plan to enable a competitive array of divested services.

A meeting with the Division staff, Mr. Elliott and Ms. Dihoff to discuss these conditions will be held on September 26, 2003.

Items needing resolution include a determination as to whether we should amend our plan to include a County Department of services, as a long term "safety net" of primarily case managers for some of our most difficult clients. The current plan shows a "firewall" but keeps some of these services under the umbrella of the LME. A second issue needing resolution is that of space. The time required to study the space needs of the county and how it impacts mental health's main building will mean some divestiture cannot proceed until this is settled.

The full quarterly reports made to the Division of MH/DD/SAS is attached.

Staff Recommendation

Recommend approval of report as submitted.

Manager Comments

Concur with staff recommendation.

Meeting Notes

Commissioner Bowen said that next to the last paragraph says that Mental Health must seek to partner with another county to have a base population near 200,000. Mr. Elliott said that staff will be meeting with Division staff, on September 26th to discuss this request. Mr. Elliott said they had given Pitt County conditional approval on the business plan and one condition was to meet with the Division of Health and Human Services staff and discuss the possible partnership. The second condition was about the LME to discuss the services and prioritizing the services. After meeting, if they can provide some incentive or encouragement to move in that direction then the County may reconsider. Commissioner Bowen said this document says "we must consider seeking a partnership."

Chairman Ward said if there is any change to the plan, it will still have to come back to this Board for approval. Mr. Elliott said they are not proposing a change. Ms. Dihoff said they directed the County program to write a plan but they get to approve the plan. She believes they are concerned that the program will not have enough money to make it on their own. The intent is for them to be wise about their funds. They just want to have a conversation with the local representatives. Any change in plan would have to be brought back and approved by this Board. Vice Chairman James said they need to inform the State that Pitt County puts a lot of funds into the Mental Health program.

Motion:

Recommend approval of report as submitted and that the Manager and the Mental Health Director report back the Board as soon as possible after the Sept 26th meeting.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Jimmy Garris.

Motion Passed Unanimously.

Follow-up discussion on Establishing a Special Board of Equalization and Review for the County of Pitt - Glenn Cutrell

Information Provided with the Agenda

As we have discussed on several occasions in the past and most recently at the September 8, 2003 meeting, staff would like for the Board of County Commissioners to consider creating a Special Board of Equalization and Review to hear the appeals related to Revaluation 2004. At the September 8, 2003 meeting, staff was directed to bring back the recommended membership of this type of Board. Attached is a draft of the type of resolution that would have to be adopted to create this Special Board. The actual resolution spells out the board membership, qualifications and duties.

The County potentially could have a large volume of cases to bring before this board in the Spring of 2004. A special board would be able to devote its time to these actions while the Board of County Commissioners focuses on regular business and the development of the 2004-2005 budget. Most of our comparable counties utilize a special Board of Equalization and Review as evidenced in the attached chart.

Staff Recommendation

Consider adoption of the attached resolution.

Manager Comments

Recommend that the Board consider creating a separate Board of Equalization & Review and give consideration to adopting the proposed resolution.

**RESOLUTION ESTABLISHING A SPECIAL BOARD
OF EQUALIZATION AND REVIEW FOR THE COUNTY OF PITT**

WHEREAS, the State of North Carolina, pursuant to NCGS 105-322, has authorized the Board of County Commissioners of the respective counties within the State to appoint a Special Board of Equalization and Review to carry out the duties imposed under Article 21 of the Machinery Act of North Carolina as revised in 1977; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the people of Pitt County to appoint a special Board of Equalization and Review.

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF PITT DOTH RESOLVE:

- 1) A special Board of Equalization and Review is hereby established for the County of Pitt.
- 2) The special Board of Equalization and Review shall be comprised of five members and two alternates with each member having one vote.
- 3) Special Board members shall have good moral character and currently reside and own property in the County of Pitt. Residency shall have maintained for a minimum period of two years. Each member shall have paid all County of Pitt taxes currently owed.
- 4) The composition of the members should include one member from each of the following groups:
 - Licensed property appraiser
 - Attorney, Accountant or other professional
 - Small Business owner
 - Individual engaged in the commercial production of agricultural, livestock, timber or horticultural products
 - Single family residential property owner.
- 5) A majority of the members of the Board shall constitute a quorum.
- 6) The initial term of the Board shall be for a term of one year. If a vacancy occurs before an incumbent member's term expires, the appointment of a successor shall be for the unexpired term of the member vacating the position. All terms are served at the pleasure of the Board of Commissioners.
- 7) The chairman of the special Board of Equalization and Review shall be appointed by the Board of County Commissioners.
- 8) The special Board of Equalization and Review shall have such powers as are provided by Article 21 of the North Carolina Machinery Act as well as such other powers as may be specifically granted by the Board of County Commissioners.
- 9) Members of the special Board of Equalization and Review shall be compensated at the rate of fifty dollars per meeting.
- 10) The special Board of Equalization and Review, in conjunction with the Tax Assessor, shall set its meeting schedule in compliance with the North Carolina Machinery Act.
- 11) All appeals from this special Board of Equalization and Review shall be to the Property Tax Commission as provided by the North Carolina Machinery Act.
- 12) This resolution shall be effective upon its adoption.

Adopted this the 22nd day of September, 2003.

(SEAL)

Beth B. Ward, Chairman

Susan J. Banks, Clerk

Meeting Notes

Mr. Cutrell said he looked at other counties to find a common denominator among the counties and has provided a resolution as a sample. Commissioner Coulson said this Board should continue with the responsibility of these decisions.

Motion:

Remain as is with the Board of County Commissioners serving as the Board of Equalization and Review.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Tom Coulson.

Discussion:

Commissioner Bowen said he would like to hear from the Manager and Tax Assessor to see what they have to say about this subject. Mr. Elliott said there was a 50/50 split in counties using separate boards. He said they anticipate a lot of appeals and majority will be at staff level basis but some will come before the board. As Manager, they will be trying to put together a budget, there will be enough meetings for budget sessions. Mr. Cutrell referred back to 1981 where appeals went on for months and they came before the Board at 15 minutes segments. He expects allot of formal appeals. He said they will be taxing the commissioners time during this part of the year. He stressed that each decision has to be consistent. He said it is also a liability issue because if they are not consistent they would be personally liable. Commissioner Garris said the counties on the list provided all have separate E&R boards. He said he wondered if this Board would have the time necessary. He agreed with the makeup of the proposal and they have skills for assessments of the properties than this Board of Commissioners. Commissioner Royal said equity must be made for all citizens and must be educated on all the rules. Every citizen will likely have an increase and they may appeal. Mr. Cutrell said Lenoir County had a situation where the members were personally liable. Commissioner Hammond said neighboring counties only two have other boards of equalization and review. The others are comparable in make up size. Mr. Cutrell said the population effects the number of appeals they have to deal with and that the last revaluation the Board met six to eight times and had at fifteen minute sessions for two to three hours at a time. He estimated that there were fifty to seventy-five appeals. Chairman Ward noted that the Lenoir County matter was because of inconsistency in their decision making. Mr. Cutrell said that the local board went against State law on their decision and was not consistent. Commissioner Garris said he did not see that delegating this to a new board was not seeing to their responsibilities as a county commissioner. Commissioner Hammond asked about the revaluation being down in-house. Commissioner Owens said that the \$50 fee per meeting was low.

Motion:

Accept the Manager and Tax Assessor's recommendation to appoint a Special Board of Equalization and Review and adopt the resolution as presented.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Commissioner Jimmy Garris.

Vice Chairman James said that the appeals will be determined by the Tax office and the money is not why people will serve on that board. Vice Chairman James said if the board sticks to the law on these appeals, there should be no problem. Mr. Cutrell said the property values will be based on 100% market value.

Vote Record:

John Minges	Yes
Jimmy Garris	Yes
Mark Owens, Jr.	No
Beth Ward	Yes

Glenn Bowen	Yes
Tom Coulson	No
David Hammond	No
Eugene James	Yes
Randy Royal	Yes

Total Yes Votes: 6
Total No Votes: 3
Motion Passed.

Consider revised Rules of Procedure for the Board of Commissioners - JoAnne Burgdorff (Item was postponed.)

Information Provided with the Agenda

This item was delayed from the last Board meeting.

The Chairman, Manager, Attorney, and Clerk have worked to revise the Rules of Procedure for the Board of County Commissioners meetings. These rules are being presented for the Board's consideration.

Staff Recommendation

Consider adoption of the revised Rules of Procedure for the Board of County Commissioners.

Manager Comments

Recommend that the revised Rules of Procedure be adopted. Also, it should be noted that Commissioner Glenn Bowen has submitted a list of items he would like the Board to consider. This list is the second page following this abstract.

Motion:

Motion to table this item.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner David Hammond.

Commissioner Coulson said a judge has told this Board what they will and will not do with their rules. He said he is in protest about this judge's orders. Ms. Burgdorff said she has not received anything from the judge at this time and she has requested that information.

Motion Passed Unanimously.

Pitt County Schools Capital Projects - Closing Costs Proposal - Scott Elliott

Information Provided with the Agenda

The Chairman has asked that a proposal be developed to settle the issue on how closing costs will be handled. As the board is aware, approximately \$465,000 has been identified as closing costs associated with the \$30M COPS financing package. At the Board's September 8, 2003 meeting, this item was discussed. A motion was made and failed as part of this deliberation and a second motion was made, but received no second.

Attached you will find one proposal for handling this cost. This proposal accounts for the closing costs as a part of the \$30M COPS package. Staff has identified five "bricks & mortar" projects from the authorized list that was adopted on September 8, 2003. From these five, each project was assessed its pro-rata share of the closings costs. Below you will find the method of distribution of the closing costs illustrated:

Project	Original Est. Cost	Closing Cost (Pro-rata)	Adj. Project Cost
PK-5 School for 500 Students	\$8,225,500	\$135,400 (29.12%)	\$8,090,100

PK-8 School for 650 Students	\$11,620,200	\$191,300 (41.13%)	\$11,428,900
Chicod Addition	\$3,000,000	\$ 49,400(10.62%)	\$2,950,600
Wintergreen Intermediate Addition	\$2,400,000	\$ 39,500(8.51%)	\$2,360,500
Conley - 14 Classrooms/Cafeteria	\$3,000,000	\$ 49,400 (10.62%)	\$2,950,600

It should be noted that this proposal does not assess closing costs against any of the remaining projects as authorized by the Board of Commissioners (i.e. Air Conditioning in 10 Gymnasiums, Science Labs-Grades 6-8, Technology-Grades 6-12 or Deferred Maintenance).

Staff Recommendation

This is presented for discussion purposes.

Motion:

Motion to fund the request of Pitt County Schools in its entirety of \$34.6 million and the closing costs coming from fund balance for capital needs for schools.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Mark Owens, Jr.

Vice Chairman James said this has been voted on several times.

Motion:

Substitute Motion to agree with the proposal that was presented on page 148 of the agenda package which funds the closing costs from the five school projects listed; and further that the projects will be funded with \$30 million in certificates of participation and the issue of closing costs would be settled. (Accept staff proposal on agenda.)

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Eugene James.

Commissioner Minges clarified that this would mean the \$465,000 would be taken out of the contingency funds of the money that would be appropriated and it would be shared on a pro-rata basis for each project. Mr. Elliott said this \$465,000 cost is a worse case scenario. He said he hopes that October 6 meeting they will bring back other documents and hopefully this fee would be less than \$465,000. Commissioner Bowen said he would like to see Commissioner Hammond amend his motion to have county and schools share in closing costs. Commissioner Hammond said he had been in support of equity in the schools and he had a change of heart when they changed from calling the field houses on the schools priority list to equity and balance in facilities. He said he supports the \$34.6 million and then \$465,000 come out of fund balance. Commissioner Owens said that in supporting Commissioner Garris' motion, it would mean taking the closing costs out the classrooms and he was not in favor of that plan. Vice Chairman James said money could have been saved in the new high school. Commissioner Hammond's motion went back to the original request of \$34.6 million for schools.

Vote on Substitute Motion:

Vote Record:

Jimmy Garris	Yes
John Minges	No
Mark Owens, Jr.	No
Beth Ward	Yes
Glenn Bowen	No
Tom Coulson	Yes
David Hammond	No
Eugene James	Yes
Randy Royal	No

Total Yes Votes: 4
Total No Votes: 5
Motion Failed.

Vote on Commissioner Hammond's Motion to fund \$34.6 million in capital needs for schools plus closing costs.

Vote Record:

John Minges	No
Jimmy Garris	No
Mark Owens, Jr.	Yes
Beth Ward	Yes
Glenn Bowen	Yes
Tom Coulson	No
David Hammond	Yes
Eugene James	No
Randy Royal	Yes

Total Yes Votes: 5
Total No Votes: 4
Motion Passed.

Mr. Elliott said there will be more action that will need to be brought back to the Board for approval on this matter.

Commissioner Minges offered a motion for the County to pay closing costs not including the other projects and that the Board of Education consider being televised. He said the County has the room and equipment and it would benefit the public to see those meetings. The Board discussed this motion concluding that the closing costs had already been decided in a previous motion. Commissioner Minges withdrew his motion.

Commissioner Garris stated that he voted against this motion but would be supportive of the action by the majority of this Board and wants this project to move forward for the sake of the children.

Items for Decision

Relief of Taxes Due to Exemption - Breakthrough Revival Center Church, Inc. - Glenn Cutrell

Information Provided with the Agenda

Breakthrough Revival Center Church, Inc. is requesting relief for the unpaid property taxes for tax years 1996 through 2000 on property located at 917 Dickinson Avenue (Tax Parcel 54449). They purchased the property from Palmetto Born Again Church in October of 2000.

During the time that Palmetto Born Again Church owned the property, they did apply for property tax exemption, but proper documentation was never furnished to the Tax Assessor's Office.

Breakthrough Revival Center Church, Inc. acquired the property in 2001 and filed application for exemption. The property was granted the exemption in 2001 and it remains exempt.

Following is a breakdown of the county and city taxes owed to date:

1996 - \$	665.67
1997 - \$	639.19
1998 - \$	616.71
1999 - \$	578.19
2000 - \$	539.67

Total - \$3,039.43

Staff Recommendation

Tax Assessor recommends relief of unpaid taxes due to property was used and occupied as a church.

Manager Comments

Concur with recommendation.

Motion:

Tax Assessor recommends relief of unpaid taxes due to property was used and occupied as a church.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment-Mental Health-Habilitation Specialist III - Debra Dihoff

Information Provided with the Agenda

Due to the increase in the number of infants and toddlers (age 0-3) on the waiting list for services, an additional case manager position (Habilitation Specialist III) in the Early Intervention program is required. This case manager position will be self-funded with Medicaid dollars. The business plan as submitted maintains case management as a public sector function. "NO ADDITIONAL COUNTY DOLLARS REQUIRED"

Staff Recommendation

Approve amendment as presented.

Manager Comments

Concur with staff recommendation. This proposed position is one that is anticipated to be retained after divestiture. This is assuming the County is allowed to keep its Case Management functions as a function of a new Mental Health Services Department.

Pitt County
Finance

Budget Amendment Request
DATE: October 13, 2003

Department: Mental Health Date of Request: 9-8-03

FY Budget: 03-04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
193247 434000	Medicaid	46,969	
195247 512000	Salaries	34,268	
195247 518100	FICA	2,622	
195247 518201	401K Retirement	1,628	
195247 518300	Hospitalization	3,240	

195247 518400	Life Insurance	139
195247 526000	Office Supplies	100
195247 529102	Computer Equipment	1,200
195247 529103	Software	1,000
195247 531200	Travel	400
195247 539500	Training	300
195247 545000	Insurance & Liability	400

Department Justification: (Please provide detailed explanation)

Due to the increase in the number of infants and toddlers (age 0-3) on the waiting list for services, additional case manager position in the Early Intervention program is required. Existing staff already carrying cases over the state-recommended case load levels. This case manager position will be self-funded with Medicaid dollars. "NO ADDITIONAL COUNTY DOLLARS REQUIRED"

Motion:

Approve budget amendment as presented.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Jimmy Garris.

Motion Passed Unanimously.

Repeal of Pitt County Multifamily Development Ordinance - Glen Moore

Information Provided with the Agenda

As you recall, at the August 4, 2003, Board of Commissioners meeting, the Board adopted countywide zoning with an effective date of November 3, 2003. This adoption also included the repeal of the current Flood Damage Protection Ordinance, Watersupply Watershed Protection Ordinance and the Northwest Planning Area Zoning Ordinance with an effective date also of November 3, 2003. These ordinances are to be repealed because these regulations are now incorporated within the Countywide Zoning Ordinance.

Upon further review of the Countywide Zoning Ordinance, it was also determined that the requirements of the existing Multifamily Development Ordinance regulations have also been incorporated within the Countywide Zoning Ordinance. As a result of the adoption of countywide zoning, the repeal of the Pitt County Multifamily Development Ordinance is also required.

Staff Recommendation

Repeal the Multifamily Development Ordinance to the list of ordinance, effective November 3, 2003.

Manager Comments

Concur with staff recommendation.

Meeting Notes

Mr. Moore said that once this is incorporated into the zoning ordinance, this ordinance will no longer be needed.

Motion:

Repeal the Multifamily Development Ordinance to the list of ordinance, effective November 3, 2003.

**Motion made by Commissioner Jimmy Garris.
 Motion seconded by Commissioner Randy Royal.
 Motion Passed Unanimously.**

Paramedic Supervisor, Quick Response Vehicle in Industrial Park Area - Craig Forlines

Information Provided with the Agenda

The Paramedic supervisor, Quick Response Vehicle in Industrial Park area as presented by former Emergency Services Director Greg Hackett on August 11, 2003, has an attached cost for providing this service. Below are options and breakdowns of the cost. Each option can have the overtime reduced by half, if the position is filled with part time personnel for all hours above the forty (40) hour work week of the

Option A: One Person Ten (10) Hours a day Five (5) Days a week, Monday thru Friday Hours: 7:00 am to 6:00 pm with one (1) Hour in the day for Lunch

Personnel	\$ 34,268
Benefits	10,552
Overtime 520hr/yr	12,855
QRV (Ford SUV)	30,000
Defibrillator	22,000
Medical Supplies	5,000
TOTAL	\$114,675

Option B: One Person Twelve (12) Hours a day Five (5) Days a week, Monday thru Friday Hours: 6:00 am to 7:00 pm with one (1) Hour in the day for Lunch

Personnel	\$ 34,268
Benefits	10,552
Overtime 1040hr/yr	25,709
QRV (Ford SUV)	30,000
Defibrillator	22,000
Medical Supplies	5,000
TOTAL	\$127,529

Staff Recommendation

Staff recommends Option B to provide optimum coverage during shift change and coverage for Industrial Park area during peak operating hours.

Manager Comments

Concur with staff recommendation.
 Pitt County
 Finance

Budget Amendment Request

INVOICE NO: Dd
 DATE: October 13, 2003

Department: EMS Date of Request: 9/22/03

FY Budget: 03-04
 ACCOUNT NO.

TITLE OF ACCOUNT

INCREASE DECREASE

102900 499100	Fund Balance Appropriated	114,248
109810 598281	Transfer to Fund 281	114,248
2812900 498010	Transfer from General Fund 10	114,248
2817100 512000	Salaries	27,414
2817100 512200	Overtime	19,282
2817100 518100	FICA	3,528
2817100 518200	Retirement	2,233
2817100 518201	401K	1,343
2817100 518300	Hospitalization	3,384
2817100 518400	Life Insurance	64
2817100 529000	Other Supplies & Materials	5,000
2817100 554000	Vehicles (QRV)	30,000
2817100 553000*	Ed, Medical & Technical Equipment	22,000

*New Acct Needed

Department Justification: (Please provide detailed explanation)

This Budget Amendment appropriates General Fund Balance monies to set up the Quick Response Vehicle and Paramedic as authorized by the Board on August 4, 2003, to address EMS coverage north of the river and in the Industrial Park area.

Meeting Notes

Mr. Forlines said he was bringing before the Board a request to purchase the quick response vehicle for the industrial park area, the costs associated with this and presented a budget amendment to the Board.

Personnel	\$27,414	(80% of annual costs)
Benefits	8,412	(80% of annual costs)
Overtime	25,709	(1040hr/yr)
QRV (Ford SUV)	30,000	
Fuel	2,500	
Defibrillator	22,000	
Medical Supplies (Estimate)	<u>5,000</u>	
TOTAL	\$121,065	

One Person Twelve hours per day
 Five Days a week, Monday thru Friday
 Hours: 6:00am to 7:00 pm with one (1) hour in the day for lunch (On-call during lunch)

He reviewed the recurrent annual cost of the program:

Personnel	\$34,268
Benefits	10,552
Fuel	<u>2,500</u>
TOTAL	\$73,029

He noted that the costs of QRV, Defibrillator and Medical Supplies would not be recurring costs.

Commissioner Owens asked about the difference in the agenda materials and the presentation. Mr. Elliott stated that there are more overtime hours in Option B and it is overtime for a part time person with straight pay. The Board discussed the overtime pay. Commissioner Bowen said that no overtime would be needed if there is another person. Chairman Ward said that the overtime is actually for the part-time people to be paid for covering the other hours.

Motion:

Staff recommends Option B to provide optimum coverage during shift change and coverage for Industrial Park area during peak operating hours.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Randy Royal.

Discussion;

Commissioner Owens asked about the difference in the two options and noted the difference was in overtime. Mr. Forlines stated that it relates to 10 hour day shifts versus 12 hour shifts. Chairman Ward said it is not actually overtime wages because they will be paying for part-time help, not necessarily overtime. The industrial park would have 12 hours per day coverage and there would be part-time people working in different stations. Commissioner Garris asked if this had been reviewed with the industrial community and if they were supportive. Mr. Forlines said Ms. Wanda Yuhas reviewed this coverage plan of 12 hours per day option with them and they are supportive of this option. Vice Chairman James asked how many calls they will get a week. Mr. Forlines said that this station would be responding to calls from north of the river also, so 250-300 call range. Chairman Ward said when they got their first recommendation from the consultant it was for a QRV and this would give the County a chance to see how it works and may be helpful in deciding the future of EMS in the County.

Motion Passed Unanimously.

Amend Board Appointment Policy - Susan Banks

Information Provided with the Agenda

The Board Appointment Policy, adopted August 5, 2002, states that applications must be on file in the Clerk's office, at least 30 days prior to consideration for appointment. (Section 4)

Staff would like to request that the Board amend this policy to state that an "applications must be on file for fifteen (15) days prior to consideration for appointment.

Staff has found that the 30 day requirement sometimes hinders the expediency of filling vacancies on boards/committees. The fifteen day requirement would still give staff adequate time to get the applications to the commissioners and process the appointments for the agenda.

Staff Recommendation

Motion to amend Section 4 of the Board Appointment Policy to read "applications must be on file for fifteen (15) days prior to consideration for appointment.

Manager Comments

Concur with staff recommendation.

Meeting Notes:

Ms. Banks reported that this request was to reduce the number of days an application has to be on file from thirty to fifteen in order to expedite appointments to boards.

Motion:

**Motion to amend Section 4 of the Board Appointment Policy to read "applications must be on file for fifteen (15) days prior to consideration for appointment.
Motion made by Commissioner David Hammond.
Motion seconded by Commissioner Randy Royal.
Motion Passed Unanimously.**

Appointments to the Pitt County Planning Board - Susan Banks

Information Provided with the Agenda

According to our records, the current terms for four members of the Planning Board will expire 10/02/03. These member include:

Jane Barnhill
William Chapman
Blaine Humphrey
Steve Little

All members are interested in reappointment except Blaine Humphrey.

Also for consideration is the shifting of an existing Planning Board position to another district. Planning Board member Ricky Hines has recently moved from District 3 and could fill the vacated at-large seat. If Mr. Hines is moved to the at-large position, an appointment will be necessary for the District 3 seat.

A list of Interested applicants is attached.

Staff Recommendation

No recommended motion.

**Motion:
Motion to reappoint Jane Barnhill, William Chapman and Steve Little.
Motion made by Vice Chairman Eugene James.
Motion seconded by Commissioner David Hammond.**

**Discussion:
Commissioner Bowen questioned the make up of these appointments and made a substitute motion. Ms. Banks informed the Board that Mr. Blair Humphrey did not wish to be reappointed.**

**Substitute Motion:
Motion to reappoint Jane Barnhill, Steve Little, remove William Chapman and appoint George Hines, and remove Blair Humphrey and replace with Thomas Bess.
Motion made by Commissioner Glenn Bowen.
Motion seconded by Commissioner Mark Owens, Jr.
Motion was withdrawn.**

Vote Record on Motion to reappoint Jane Barnhill, William Chapman and Steve Little:

John Minges	Yes
Jimmy Garris	Yes
Mark Owens, Jr.	Yes
Beth Ward	Yes
Glenn Bowen	No
Tom Coulson	Yes
David Hammond	Yes
Eugene James	Yes
Randy Royal	Yes

Total Yes Votes: 8
Total No Votes: 1
Motion Passed.

Motion:
Motion to appoint Ricky Hines to Blaine Humphrey's at-large seat.
Motion made by Vice Chairman Eugene James.
Motion seconded by Commissioner Jimmy Garris.

Vote Record:

John Minges	Yes
Jimmy Garris	Yes
Mark Owens, Jr.	Yes
Beth Ward	Yes
Glenn Bowen	No
Tom Coulson	Yes
David Hammond	Yes
Eugene James	Yes
Randy Royal	Yes

Total Yes Votes: 8
Total No Votes: 1
Motion Passed.

Motion:
Motion to appoint Jimmy Hughes to the District 3 seat which was vacated by Ricky Hines
Motion made by Commissioner Tom Coulson.
Motion seconded by Commissioner John Minges.
Motion Passed Unanimously.

Commissioners' Comments

Meeting Notes

Vice Chairman James spoke about the price of gasoline in Pitt County. Greenville is higher than in Belvoir and other areas. He said they need to have someone look into the price of gasoline.

Closed Session

Closed Session on Personnel Matter - G.S. 143-318.11(a)(6) - Scott Elliott

Information Provided with the Agenda

Closed Session on a Personnel Matter -G.S. 143-318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an initial public officers or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Staff Recommendation

Motion to go into go into Closed Session on a Personnel Matter -G.S. 143-318.11(a)(6).

Motion:
Motion to go into go into Closed Session on a Personnel Matter -G.S. 143-318.11(a)(6).
Motion made by Commissioner Jimmy Garris.
Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Return to Open Session

Staff Recommendation

Motion to return to open session.

Motion:

Motion to return to open session.

Motion made by Commissioner David Hammond.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Before adjourning, Commissioner Coulson said that a member of this Board may have been confused when voting on a previous motion and asked how it could be called on for a revote.

Commissioner Coulson motioned to call for another vote on the motion concerning the capital projects for the schools. Commissioner Bowen called for a point of order and Chairman Ward read rules about reconsidering a motion in a meeting. There was no second to Commissioner Coulson's motion so the motion died.

Adjourn

Staff Recommendation

Motion to adjourn meeting.

Motion:

Motion to adjourn meeting at 9:00 pm.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Mark Owens, Jr.

Motion Passed Unanimously.

Respectfully Submitted,

Susan J. Banks, CMC
Clerk to the Board